



# CITY OF RICHFIELD

## APPLICATION FOR BOARDS & COMMISSIONS

### \*\*\*YOUTH MEMBERS\*\*\*

**PLEASE RETURN COMPLETED FORM:**

City Manager's Office, Richfield Municipal Center, 6700 Portland Avenue, Richfield, MN 55423

**OR E-MAIL – [commissions@richfieldmn.gov](mailto:commissions@richfieldmn.gov)**

Phone: 612-861-9701

Last Name	First Name	Middle Initial	Date
Address			
Home Phone		Cell Phone	
Email Address			
School Represented			Grade

**APPOINTMENT PREFERENCE: (Number in order of preference 1-3 or X if not interested)**

<input type="text"/>	Advisory Board of Health	<input type="text"/>	Friendship City Commission
<input type="text"/>	Arts Commission	<input type="text"/>	Human Rights Commission
<input type="text"/>	Community Services Commission	<input type="text"/>	Transportation Commission

<p>Briefly discuss why you are interested in serving on a City advisory board/commission. What you hope to gain from the experience and what you plan to contribute?</p>
<p>How would you describe yourself in ten words or less?</p>
<p>Civic, Co-Curricular and Community Activities:</p>
<p>The City is particularly interested in selecting commissioners that represent the great diversity (social, cultural, economic, etc.) of our residents. Do you bring an under-represented voice to the commission(s) for which you are applying? (optional)</p>
<p>References: (optional)</p>

**ATTENTION COMMISSION APPLICANTS:** Regular attendance at scheduled board and commission meetings is expected of all board and commission members.

**YOUTH MEMBERS** must be at least 15 years of age and actively enrolled in a Richfield high school or equivalent within the city of Richfield. Terms are for one year, commencing on September 1 and ending on August 31 of the following year.

**DATA PRIVACY NOTICE:** All information that you supply is classified as private data except the following, which is public: name, city of residence, education and training, employment history, volunteer work, awards and honors, prior government service or experience. You are not legally required to provide the data classified as private. Otherwise, the private information that you supply is used for purposes of contacting you regarding board or commission business. Failure to provide any means of contacting you may negatively affect the City Council's consideration of your appointment. The private information that you supply will be made available to City staff whose job assignments require access and to persons whom you authorize to have access. If you are appointed, the following private data will become public: street address, telephone or e-mail address (or both) that you designate for public contact, first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and upon completion of an investigation of a complaint or charge against an appointee, the final investigative report is public, unless access to the data would jeopardize an active investigation.

Updated: 11/2017

### **CITY ADVISORY BOARDS & COMMISSIONS**

Because citizen participation is an important ingredient for good government, Richfield's City Council has established various advisory commissions to encourage citizen participation in City matters, as well as to suggest new programs or policies and to serve as resident liaisons with the City Council. Residents are encouraged to apply if they are interested in serving on one of these commissions. The three-year terms of the members of each commission are staggered, so not all positions are vacant at one time. The commissions include:

**ADVISORY BOARD OF HEALTH:** The Advisory Board of Health is a citizen's commission that participates, on behalf of the City Council, in a review of the City's local community health assessment and community health improvement plan (done every 5 years). The board also regularly receives information on health programs in the city to ensure that the services are addressing the health needs of Richfield's citizens as identified in that plan. The Community's health improvement plan analyzes Richfield's health needs and how the present personal and environmental health programs meet those needs. This plan also serves as the City's application for state funding to support local health services. This board is composed of ten adult members appointed for three-year terms and one youth member appointed for a one-year term. The board meets the third Monday of the month, January through June, September and October at 6 p.m. at the Municipal Center.

**ARTS COMMISSION:** The Arts Commission is charged with furthering and promoting art in many forms throughout Richfield. The commission provides opportunities for residents to participate in and experience art, as well as enhance our community by researching, creating, and facilitating opportunities to install and display art. The commission is composed of seven adult members appointed for three-year terms and two youth members appointed for one-year terms. The commission meets the first Thursday of each month (except July and December) at 7 p.m. at the Community Center.

**COMMUNITY SERVICES COMMISSION:** The primary goal of the Community Services Commission is to help develop a year-round program of diversified recreational activities to meet the needs of Richfield citizens. The Commission holds informational meetings with neighbors to gather input on park improvement projects and makes recommendations to the City Council. The commission is composed of nine adult members appointed for three-year terms and two youth members appointed for one-year terms. The commission meets the third Tuesday of each month at 7 p.m. at the Community Center.

**FRIENDSHIP CITY COMMISSION:** The Friendship City Commission is charged with maintaining an ongoing friendship city relationship with Heredia, Costa Rica for mutual community-wide enrichment. The commission is composed of seven adult members appointed for three-year terms and two youth members appointed for one-year terms. The commission meets the third Thursday of each month at 7 p.m. at the Municipal Center.

**HUMAN RIGHTS COMMISSION:** The Human Rights Commission seeks to inform Richfield residents of their rights. It is available to help citizens who feel they have been discriminated against, or who need information regarding their civil rights. The commission also serves as a community relations board and sponsors an annual "Citizen of the Year" award to honor individuals who have been responsible for activities and programs contributing to human understanding. The commission is composed of 11 adult members appointed for three-year terms and two youth members appointed for one-year terms. Meetings are held the first Tuesday of each month at 6:30 p.m. at the Municipal Center.

**TRANSPORTATION COMMISSION:** The Transportation Commission is responsible for making recommendations to the City Council on transportation planning including reviewing policy plans, conducting transportation studies, and overseeing the planning of transportation projects. The commission is also charged to recommend transportation capital improvements and prepare reports to Council on other related topics that the Council refers to the commission. The commission consists of nine adult members who are either residents or the owner/manager of a Richfield business appointed for three-year terms and two youth members appointed for one-year terms. Meetings are held the first Wednesday of each month at 7 p.m. at the Municipal Center.